



# Thrift Savings Plan BULLETIN

for Agency TSP Representatives

**Subject:** Thrift Savings Plan Materials for the New Record Keeping System

**Date:** June 25, 2002

Most of the current Thrift Savings Plan (TSP) publications and forms will be revised for the new record keeping system. Although future bulletins will be issued to announce many of these revisions specifically, this bulletin transmits a schedule to inform agencies when the new materials will be available and, as applicable, when they will be sent to agencies.

Column 1 of the attached schedule lists the revised materials; column 2 indicates the supply that will be sent to agencies, as a percentage of the agency population; column 3 indicates the date that the materials should be received by the central distribution points; and column 4 indicates the date the materials will be available from the TSP Web site at [www.tsp.gov](http://www.tsp.gov).

**Agencies should begin providing these materials to participants in September 2002. Materials will also be available on the TSP Web site. On September 2, 2002, agencies should discard their supplies of all earlier versions of these materials.**

Please note that not all of the materials on this schedule will be sent to agencies automatically. Instead, agencies can order these materials on an as-needed basis. The schedule does not include other TSP materials, e.g., leaflets, that are being revised for the new system. The latest versions of all TSP materials are always available from the TSP Web site; agencies may download these materials to provide to employees as needed. Agencies may also order TSP materials by following the procedures contained in TSP Bulletin 95-1, dated January 3, 1995.

PAMELA-JEANNE MORAN  
Deputy Director  
Office of External Affairs

Attachment: Product Schedule for New System Implementation

cc: Agency Central Distribution Points

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**Inquiries:** Questions about the products for the implementation of the new system should be directed to the Federal Retirement Thrift Investment Board at **(202) 942-1460**. Questions about the distribution of the new system products to agencies' central distribution points should be directed to the Board at **(202) 942-1673**.

**Chapter:** This bulletin may be filed in Chapter 12, Resources.

### Schedule of TSP Materials for New Record Keeping System

<b>Booklets</b>			
Number/Title/Version Date	Distribution to Agencies	Date Distribution Should be Received	Date Product Available from Web Site
TSPBK05, <i>TSP Annuities</i> , 8/2002	10%	9/02/2002	8/23/2002
TSPBK11, <i>Information About Court Orders</i> , 8/2002	N/A	N/A	8/15/2002
TSPBK03, <i>Guide to TSP Investments</i> , 8/2002	10%	8/15/2002	8/15/2002
TSPBK04, <i>Loan Program</i> , 8/2002	30%	9/02/2002	8/15/2002
TSPBK02, <i>Withdrawing Your TSP Account After Leaving Federal Service</i> , 8/2002	30%	9/02/2002	9/02/2002
TSPBK12, <i>In-Service Withdrawals</i> , 8/2002	20%	9/02/2002	9/02/2002
<b>Forms</b>			
TSP-1, Election Form, 8/2002	30%	9/02/2002	8/23/2002
TSP-3, Designation of Beneficiary, 8/2002	10%	8/23/2002	8/23/2002
TSP-9, Change of Address for Separated Participant, 8/2002	N/A	N/A	8/23/2002
TSP-16, Exception to Spousal Requirements, 8/2002	N/A	N/A	8/23/2002
TSP-17, Information Relating to Deceased Participant, 8/2002	N/A	N/A	8/23/2002
TSP-20, Loan Application, 8/2002	10%	9/02/2002	8/23/2002
TSP-50, Investment Allocation, 8/2002	10%	9/02/2002	N/A
TSP-60, Request for a Transfer Into the TSP, 4/2002	N/A	N/A	4/2002

TSP-65, Request to Combine Uniformed Services and Civilian TSP Accounts, 8/2002	N/A	N/A	8/23/2002
TSP-70, Request for Full Withdrawal, 8/2002	20%	8/15/2002	8/15/2002
TSP-75, Age-Based In-Service Withdrawal Request, 8/2002	N/A	N/A	8/23/2002
TSP-76, Financial Hardship In-Service Withdrawal Request, 8/2002	N/A	N/A	8/23/2002
TSP-77, Request for Partial Withdrawal, 8/2002	30%	9/02/2002	8/23/2002